

POTTER COUNTY CONSERVATION DISTRICT

**107 Market Street
Coudersport, PA 16915
(814) 274-8411 ext. 4
November 6, 2018
7:30 PM**

The regular monthly meeting of the Board of Directors of the Potter County Conservation District was held on the above date in the conference room of the District Office. Earl Brown, Chairman called the meeting to order at 7:30 p.m., followed by the Invocation, given by Phil Lehman.

Directors Present

Earl Brown, Chairman
Jon Blass, Treasurer
Stan Hess, Alternate Treasurer
Chris Robbins, Farmer Director
Kevin Smoker, Farmer Director
Phil Lehman, Farmer Director
Doug Morely, Commissioner Director

Others Present

Jeff Cady, Associate Director
Dr. Peter Ryan, Associate Director
Bart Ianson, Associate Director
Charlie Tuttle, Associate Director
Justin Boatwright, PA Fish and Boat Commission Officer
Otto Deutschlander, Homer Township
Jason Childs, District Manager
Emily Shosh, Communications and Outreach Coordinator
Wendy Coons, NRCS

Guest Speaker

None

Public Comment

None

Minutes of the October 2nd, 2018 meeting

A motion was made by Lehman/Morley, carried unanimously, to accept the October 2nd, 2018 meeting minutes as presented.

Treasurer's Report

- Staff expenses as of September 25th, 2018
Alex: \$23.98; Glenn - \$40.33; Jared - \$391.94; Jason – \$123.18; Emily - \$0.00
Total Staff Expenses: \$579.43
 - **A motion was made by Lehman/Hess, carried unanimously, to accept and approve the staff expenses as presented.**
- Invoices over \$500 for review and approval:
 - Eulalia Township - Old Shovel Road (DGR) Project – preapproval - \$75,000.00. **A motion was made by Blass/Smoker, carried unanimously, to accept and approve the invoice as presented.**
 - Homer Township – Heth Road (DGR Education) Project – increase to \$10,886.57. Awarded \$7,873.00 originally. Appreciation for work and DGR program voiced by Otto. **A motion was made by Lehman/Blass, carried unanimously, to accept and approve the invoice as presented.**

Staff Reports

Attached

Correspondence

POTTER COUNTY CONSERVATION DISTRICT

- Patterson Cancer Center donation thank you letter.
- Pleasant Valley Township – Holcomb Hollow (DGR) – project extension request. **A motion was made by Morely/Lehman, carried unanimously, to accept and approve the extension request as presented.**
- EnSave Program information – Lighting projects now eligible.
- UPMC renewal rates received – 9.3% increase. **A motion was made by Morley/Lehman, carried unanimously, to accept and approve the renewal as presented.**

Old Business

- Office closed November 12 – Veteran’s Day, November 22-23 – Thanksgiving.
- DGR/LVR pre-application meeting deadline - November 20th.

New Business

- Fourth Annual Penn/York Ag-stravaganza scheduled for December 1, 2018 at the Brookside Wesleyan Church in Wellsville, NY.
 - 1) Topics to be included: Storm Water, Invasive Plants, Leasing Land, Pond Development, Soil Health, Farmer Panel Discussion of various topics.

Committee Reports

- 2019 Budget approval. **A motion was made by Lehman/Robbins, carried unanimously, to accept and approve the budget as presented.**
- Personnel Committee recommends to remove Emily Shosh from the probationary period and to award \$500.00 salary increase due to satisfactory performance. **A motion was made by Lehman/Blass, carried unanimously, to accept and approve the salary increase as presented.**
- 14 Applications received / Personnel Committee requests to interview 5 candidates for DGR/LVR Technician position. **A motion was made by Robbins/Blass, carried unanimously, to accept and approve request as presented.**
- QAB revised DGR/LVR Policies and Procedures. **A motion was made by Hess/Lehman, carried unanimously, to accept and approve audit as presented.**

Reports from Cooperating Agencies

- Jaci Harner, DEP
- Wendy Coons, NRCS
 - Grazing Workshop Announcement 11/7/2018
- Brenda Shambaugh, PACD – Attached.
- Justin Boatwright, PFBC
 - Big Level Wind updates
- Nicole Santangelo, PSU Extension

Adjournment

A motion was made for adjournment by Lehman/Smoker, carried unanimously, at 8:08 p.m.

Respectfully Submitted By,

Jason B Childs & Emily Shosh
Manager & Communications Outreach Advisor

**NEXT REGULAR MEETING
Tuesday, December 4th, 2018, at 10:30 AM at the District Office Conference Room**